

**Town of Westford
Finance Committee Meeting
Millennium School
December 17, 2007**

Present: Dave Murray, Kelly Ross, Rose O'Donnell, Ingrid Nilsson, Tom Price, Suzanne Marchand

Absent: Jeanne Drula, Michael Princi, Al Herget, Alicia Corvino,

7:30 PM Call to Order

Discussion

Ross informed the Finance Committee that he will be running for the Board of Selectmen in the next election.

Marchand gave an update on the status of the Town Hall. There is a building for sale off of Route 40 with 30,000 square feet of office space. The building could have rental possibilities as well. There is currently a law firm renting space in the building. The building would be fully furnished and only need \$50,000 for the IT Director to connect to the Town's infrastructure.

Another option discussed would be to move departments back into Town Hall after temporary supports are put in place. The initial cost would be \$47,000.00 in addition to a \$3,000.00 per month rental fee. The temporary supports would take up office space as well, rendering it impossible to move all of the departments back into the Town Hall.

Nilsson suggested using CPA funds to pay for fixing the Town Hall. Also, the Town can expect the Town Hall to be unoccupied for the next three years.

Price suggested using a debt exclusion to raise \$5,000,000.00 with \$4,000,000.00 going towards the purchase of the Route 40 building, and \$1,000,000.00 going towards a Town Hall study.

Reserve Fund Transfers

Ross motioned to approve funds in the amount of \$13,381.55 from the Finance Committee reserve fund to the Technology Department's budget (01155200-542050.) The reason for the transfer is to support the network overload in the remote locations occupied by the former Town Hall employees displaced due to the Town Hall being condemned. Nilsson seconded the motion which was approved unanimously, 5-0.

Discussion

It was brought to the Finance Committee's attention that the final area affected by the Abbot oil spill failed its last test conducted by the environmental contractors. It was mentioned that the Town should get a second opinion before entering into another year of testing.

Minutes

A motion was made by Ross to approve the minutes of November 26, 2007. The motion was seconded by Price and approved unanimously, 4-0. O'Donnell abstained.

A motion was made by Ross to approve payment in the amount of \$110.00 to Dan O'Donnell for drafting the minutes of the Finance Committee Meetings. The motion was seconded by Nilsson and approved unanimously, 5-0.

Future Meeting Dates

Future Finance Committee meetings are scheduled for Monday, January 14, 2008 and Monday, January 28, 2008 at the Millennium School.

Discussion

Ross led a brief discussion. First, Ross mentioned that somebody else should become involved in the drafting of the Finance Committee report. Secondly, Ross mentioned that Governor Patrick is offering a rebate to municipalities that use solar energy. The website is www.masstech.org/solor. Lastly, Ross mentioned that there is a company that evaluates a company's energy usage and finds way to save money on utilities. The fee is 80% percent of the savings. The website is www.H2OAppliedtech.com.

Adjourn

8:20 – O'Donnell motioned to adjourn. Nilsson seconded the motion which was approved unanimously, 5-0.

Reserve Fund Balance FY08: \$107,510.25

Signed, Dave Murray
Finance Committee Chairman

Date